

Registry - file  
DD/A Registry  
File Personnel 18

Supergrade Promotions -- 5 August 1976 -- 10 a.m. -- Auditorium

1. Attached is a list of those employees who will be receiving their promotions on Thursday. Also attached is a list of the employees who are not available -- PCS overseas or on leave out of the area.
2. Row A of the Center Section will be reserved for the Deputy Directors and Associates.
3. Row B of the Center Section will be reserved for Heads of Independent Offices.
4. All Supergrades in the Headquarters area have been invited to attend the presentation as well as a limited number of "middle managers".
5. The employees being promoted will be seated in order - alphabetically by grade - and will proceed to the stage in that order.
6. Two usherettes have been designated to handle the microphones for the question-and-answer period.

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For the 0830 Mtg.

Promotion Actions will be on the list.  
30 persons will be present  
15 persons not "

Will be arranged alphabetically by grade.

"promoted to GS-18 \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
" " GS-17 \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ } 30

After those present have been read  
"Also promoted but not here"

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ } 15

Photographer will be present to take  
individual photos.

Will be taped!



For Hank: purpose -  
Also glad for opportunity to meet  
with senior managers

Congratulations

Both DO & I will be happy to  
participate in Q. & A session after

the ceremony be held until the end.

all 56' in  
plus 14' in  
8 15' in